



MONTGOMERY WATSON

May 10, 1996

Ms. Sheri Bianchin
U.S. EPA, Region 5
RPM HSR-6J
77 West Jackson
Chicago, IL 60604-3590

US EPA RECORDS CENTER REGION 5



464783

Re: ACS PGCS Pre-Construction Meeting Notes

Dear Ms. Bianchin:

As discussed during the Pre-Construction meeting for the Perimeter Groundwater Containment System (PGCS), we are sending you additional information concerning construction activities. For ease of review, questions raised during the Pre-Construction meeting have been repeated below followed by Montgomery Watson Constructors Inc.'s (MWCI's) response.

Question #1: Where will project files be kept?

Response: The main files for the project will be kept at the Addison, IL office, and will be filed according to the filing plan distributed at the Pre-Construction meeting. Files that will be kept on site will include the following;

- A complete unmarked set of design documents (50% submittal dated March, 1996) and drawings.
- Daily and weekly inspection reports from the construction supervision and CQA inspector.
- A complete and up-to-date site health and safety plan.
- Records documenting the construction, including marked up drawings, change orders, field modifications and design modifications.
- Subcontractor contracts and scope of work.
- A copy of the UAO and the ROD.
- An updated construction schedule.

Question #2: Can MWCI provide an updated list of contact phone numbers?

Response: An updated list of contact phone numbers is attached for your information.

Question #3: Is MWCI required to obtain permit(s) from the U.S. Army Corps of Engineers for this project?

Response: The U.S. Army Corps of Engineers Permit waiver is attached for your information.

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Question #4: Can MWCI provide copies of forms that will be used document and facilitate construction?

Response: Copies of the documentation forms are attached. Additional forms may be used in the future as conditions warrant.

Question #5: Will MWCI be holding weekly construction meetings?

Response: Montgomery Watson will initiate weekly construction meetings when construction of the treatment building is started. We will notify you one week in advance of the first scheduled meeting.

Question # 6: Can MWCI supply written notification of all subcontractors.

Response: Montgomery Watson has hired two subcontractors at this time. The subcontractors are:

Custom Steel Buildings (CSB)	Midwest Material Service (MMS)
21686 E. Lincoln Highway	4527 Columbia Ave.
Lynwood, IL 60411	Hammond, IN 46327
(708) 758-0875	(219) 933-7850

CSB has been contracted to construct the treatment building.

MMS has been contracted to clear, grub and grade the building and roadway construction areas. MMS will also place the road base materials.

Question #7: Can MWCI provide meeting minutes for the Pre-Construction meeting.

Response: Minutes of the Pre-Construction meeting held on April 25, 1996 are attached.

Question #8: Will MWCI be supplying a separate health and safety plan for construction activities?

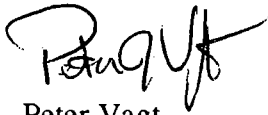
Response: MWCI will adopt the health and safety plan currently in use for the investigation activities and previously submitted to the U.S. Environmental Protection Agency (EPA). The plan will be amended to accommodate construction activities as conditions warrant. The safety plan procedures expected to be amended include activities for trenching, air monitoring in non-impacted construction areas, and construction of the water treatment system. It is our current understanding that MWCI will submit health and safety plan amendments to U.S. EPA for review. Subcontractor plans are not expected to be submitted for review.

Question #9: Will MWCI be obtaining an air permit for construction activities?

Response: Air permits will not be required at this time as discussed with the Indiana Department of Environmental Management by the Design Engineer (Ron Schlicher).

Sincerely,

MONTGOMERY WATSON



Peter Vagt
Vice President

Attachments: Updated Listing of Project Telephone Numbers,
U.S. Army Corps permit wavier,
Documentation Forms,
Pre-Construction Meeting Minutes

cc: Ronald Frehner; Conestoga, Rovers and Associates
Tom Froman; American Chemical Service
Susan K. Gilliland; DuPont Specialty Chemicals
Gordon Kuntz; The Sherwin-Williams Company
Clifton A. Lake; McBride, Baker & Coles
Barbara Magel; Karaganis & White
Jim Vangeloff; Eli Lilly and Company
Andrew Perellis; Seyfarth, Shaw, Fairweather & Geraldson
Mark Travers; de maximis, inc
John Wood; General Electric
Joseph S. Wright, Jr. McBride, Baker, & Coles
Holly Grejda, IDEM
Joe Adams: Montgomery Watson
Todd Lewis: Montgomery Watson Constructors, Inc.
Ron Schlicher, Montgomery Watson
Joe Willich, Montgomery Watson Constructors, Inc.
Ben McGeachy, Montgomery Watson Constructors, Inc.
Rich Weber, Montgomery Watson

PGCS PRE-CONSTRUCTION MEETING MINUTES
AMERICAN CHEMICAL SERVICES, INC. SITE
GRIFFITH, INDIANA

These minutes document the PGCS pre-construction meeting conducted at the American Chemical Services, Inc. (ACS) site in Griffith, Indiana on Thursday, April 25, 1996. Included in these minutes are questions raised and issues discussed during the meeting as well as Montgomery Watson Constructor Inc.'s (MWCI's) responses.

MEETING SUMMARY

The meeting began with Todd Lewis of MWCI providing a brief introduction and project overview. Introductions included identification of key project personnel from the U.S. Environmental Protection Agency (U.S. EPA), the Indiana Department of Environmental Management (IDEM), Black & Veatch, MWCI, ACS, and de maximis. Specific construction duties, as outlined in Section 6.0 of the 50 Percent Design Submittal, were discussed. Joe Willich was identified as the Construction Quality Assurance Manager. A handout of Montgomery Watson's organizational chart for this project was provided. The project overview identified the major components of the project including: construction of the water treatment facility; construction of the barrier wall; and construction of the interceptor trench. Also, identified as supporting work: construction of the access road, construction of the discharge structures, and hookup of utilities to the water treatment facility.

Following the introductions and project overview, Todd reviewed the anticipated methods for documentation and record keeping. This discussion also included construction quality control. A handout of MWCI's project filing system was provided. Todd stated that MWCI is finalizing their documentation forms and will provide a blank copy of the final forms to U.S. EPA and IDEM for their information. Todd stated that the current CQAP will be used as a guideline for construction quality control. MWCI will also solicit quality control suggestions from specialty subcontractors. For example, MWCI will solicit quality control suggestions from the building subcontractor for construction of the building.

A review of the pre-construction checklist, as identified in the 50 Percent Design Submittal, followed the discussion of quality control. The pre-construction checklist items (shown below in italics) and subsequent discussion included:

1. *Montgomery Watson will provide any required permits or approvals for the PGCS construction and operation.* A letter from the U.S. EPA to Mr. Ron Frehner authorizing construction of the PGCS was provided. Todd stated that it was MWCI's understanding that permits were not required because this project was a CERCLA site. Todd stated that MWCI may pursue a building permit and a sanitary sewer connection permit.

2. *Review of Health and Safety Plan and worker training status.* MWCI is currently finalizing a construction Health & Safety Plan. Additionally, each subcontractor will be required to prepare his/her own Health & Safety Plan. MWCI's Health and Safety Plan will be provided to U.S. EPA, IDEM, and subcontractors for guidance.
3. *Identification of all project team members and listing of 24-hour telephone numbers.* A handout of project team member telephone numbers was provided. Updated telephone numbers will be distributed as necessary.
4. *Identification of site access/restrictions.* The ACS facility is fenced. MWCI will have vehicle control on the access road to be constructed.
5. *Verification and availability and location of utilities.* MWCI has met with NIPSCO and confirmed that utilities are available. MWCI will continue to work with NIPSCO to determine the best route for connection of the utilities.
6. *Finalization of approval of the project schedule.* A handout identifying the schedule for project milestones was provided. It is anticipated that the project schedule will be updated at least once per month.
7. *Ensure that subcontractors (such as the analytical laboratory and excavation subcontractor) are ready, subcontractors are signed, and insurances provided.* MWCI will continue to pursue and secure subcontractors as the work dictates. MWCI will issue notifications periodically listing the subcontractors.

The pre-construction meeting concluded with a site walkover that included identification of the location of the water treatment facility. Questions raised during the meeting and MWCI's responses are summarized below.

QUESTIONS/RESPONSES:

Question #1: To whom should day-to-day questions regarding the construction be directed?

Response: Day-to-day question regarding construction should be directed to Ben McGeachy. MWCI is working to establish an Internet address for Ben McGeachy for electronic mail inquiries.

Question #2: What subcontractors does MWCI currently have on board?

Response: Custom Steel Buildings has been hired to design and construct the shell of the water treatment facility. Midwest Material Service has been hired to clear and grub the areas of the access road and the treatment facility. Midwest Material Service will also place the access road base materials. MWCI will submit written notification of all subcontractors to the U.S. EPA.

Question #3: Are the building subcontractor's personnel 40-HR health and safety trained?

Response: No, the building subcontractor's personnel are not 40-HR health and safety trained. The building subcontractor is not expected to be working in a contaminated area.

Question #4: Will MWCI be supplying As-Built drawings at the completion of the project?
Response: Yes, pursuant to the Order, As-Built drawings will be provided.

Question #5: When will Operations and Maintenance Manuals be submitted?
Response: Operations and Maintenance manuals will be submitted as part of the As-Built package following completion of construction.

Question #6: Is MWCI required to obtain permits from the Army Corps of Engineers for construction activities?
Response: MWCI has received a letter from the Army Corps of Engineers stating that Army Corp's permits are not required for this project. MWCI will provide a copy of this letter to U.S. EPA and IDEM.

Question #7: Is MWCI required to obtain an air permit?
Response: Montgomery Watson is continuing to investigate the need for an air permit. Montgomery Watson will notify U.S. EPA and IDEM of the results of this investigation.

Question #8: Will U.S. EPA be given a chance to review MWCI's Health and Safety Plan?
Response: If requested by the U.S. EPA, MWCI will submit their Health and Safety Plan for U.S. EPA review.

Response (by U.S. EPA): U.S. EPA would like to review MWCI's Health and Safety Plan. U.S. EPA may also want to review each of MWCI's subcontractor's Health & Safety Plan. U.S. EPA will advise MWCI on the need to submit subcontractor's plans.

Question #9: Will MWCI use temporary fencing or barriers to identify work areas?
Response: MWCI will use temporary barriers to secure from unauthorized personnel areas containing potential hazards.

Question #10: Will MWCI be holding weekly meetings?
Response: MWCI is exploring the possibility of conducting weekly meetings. *See updated response in May 10, 1996 letter to Ms. Sheri Bianchin.*

Question #11: Will MWCI be holding a separate pre-construction meeting prior to construction of the barrier wall?
Response: Yes, MWCI will be holding a separate pre-construction meeting prior to construction of the barrier wall.

Attachments: Attendance List